



Maratha Mandir

GLOBAL SCHOOL

Maratha Mandir Educational Campus, Juna Malnaka,

Behind A. K. Desai High School, Ratnagiri 415612

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Circular No.: MMGS/2024-25/07

Date: 7th June 2024

Subject: Important Instructions for the Academic Year 2024-25

Dear Parents,

We extend warm greetings to you and your ward as we embark on another fruitful academic journey at Maratha Mandir Global School for the academic year 2024-25. To ensure a smooth and productive year ahead, please take note of the following instructions:

1) School Timing: The school reopens on 1st April, 2024. Grades I to VIII- 8.55 am to 4.00 pm (Monday to Friday) and 8.55 am to 12.35 pm (Saturday). Grade IX- 8.55 am to 3.00 pm (Monday to Friday) and 8.55 am to 12.35 pm (Saturday). Kindly ensure that your ward arrives punctually every day.

2) Uniform:

PRIMARY (GRADES I TO V)

Boys: Red checks pant and half sleeved red shirt, red socks and double velcro leather black shoes. School black belt with Global School logo.

Girls: Red checks skirt and half sleeved red shirt, red socks and double velcro leather black shoes, red cloth hair band. School black belt with Global School logo.

SECONDARY (GRADES VI TO IX)

Boys: Cream colour shirt, navy blue pant, leather black shoes with lace and white socks. School black belt with Global School logo.

Girls: Cream colour shirt, navy blue checks suspender, leather black shoes and white socks. School black belt with Global School logo. White cloth hairband or white ribbon or white rubber.

- Parents should purchase the uniforms, belt and shoes from Ambika NX so as to avoid variations in pattern, color, and texture. Students should wear the prescribed school uniform and modification in uniform is not allowed. If any uniforms are found to differ in terms of color or pattern, it will be necessary to purchase the uniforms again.
- Parents should ensure that their ward comes to school in complete school uniform.
- Uniform must be clean and ironed and shoes must be polished. In case of hanging socks, it must be replaced immediately.
- Students should only wear black strap rainy footwear during the monsoon.
- PT uniform must be worn only on Wednesday with white shoes and socks.
- Boys should trim their hair properly. Fancy hair style or cut is strictly prohibited. Girls with long hair below shoulder level, should braid two plaits and hair above shoulder level should wear cloth hairband.

LEAVES RULES

- Parents are strictly prohibited from planning vacations, outings, or functions during the ongoing academic year. They should intimate the principal and seek prior permission with a written application before making any arrangements. Later, applications and explanations will not be entertained.
 - If a child remains absent for more than two days, parents should notify the class teacher and support the reason with a medical certificate from a qualified doctor in case of medical issues.
 - Students returning to school after being absent, whether due to illness or any other reason, for a day should compulsorily bring a leave note from the parent in the leave record, stating the reason for absence.
 - Under any circumstances, a student will not be allowed to leave the school premises before the official closing time, except in cases of sudden sickness.
 - Parents will not be permitted to meet their wards during school hours.
- 3) **Tiffin:** Students should bring their tiffin for both long and short breaks along with them in the morning. No tiffin will be accepted later during school hours. Non-veg food is strictly prohibited. For short breaks, students are required to bring homemade healthy snacks that can be consumed within 10-15 minutes. No junk food will be allowed.

- 4) **Stationery and Books:** Students must bring their own stationery and books as per the timetable. Ensure all books are covered and labelled properly. Class timetable will be shared soon.
- 5) **Activities:** Activity period will not be conducted on Monday 1st April, 2024. Activities timetable will be shared soon.
- 6) **Communication with teachers:** Parents should avoid contacting teachers during school hours. In case of any emergency, contact on the school's office number. Parents should contact teachers regarding any queries after school hours between 4 pm to 5 pm. Please avoid calling late at night.
- 7) **Jewellery:** Students are advised not to wear any valuable gold ornaments to school.

We appreciate your cooperation in adhering to these guidelines for the safety, well-being and academic progress of your ward.

Looking forward to a successful academic year ahead!

Regards,

Mrs. Kavita Vishwakarma
Principal